

THE GUILFORD LAKES GOLF COURSE COMMISSION
REGULAR MEETING
Tuesday, November 19, 2019 at 7:00 PM
GUILFORD LAKES GOLF COURSE CLUBHOUSE

Attendees: Chair Brittany Mirles, Robert Cuzzo, Cathy Provencher, Phil Maltese,
Steve Berry
Others: Ted Tighe, Golf Course Superintendent

Chair Brittany Mirles opened the meeting at 7:00 pm.

1. Public Forum

a. None.

2. Approval of Meeting Minutes

*Motion made by Steve Berry to approve the October 15, 2019 meeting minutes as written.
Seconded by Robert Cuzzo and unanimously approved.*

3. Superintendent Report

a. Course Report

- November revenue to date is \$1,411.00.
- 2017 Revenue was \$164,743
- 2018 Revenue was \$146,147
- 2019 Revenue to date is \$151,232
- As a result of a Town Safety Committee meeting held here at the clubhouse the Fire Marshall has issued a report requiring several changes that are required to meet code. Immediate concerns of gas being stored in the basement of the clubhouse, the use of an extension code for a light above the workbench and the use of the gas grill on the deck have been remediated. There are additional changes being required such as fire rated sheetrock and doors which will be discussed under new business.
- Fall cleanup is almost complete. The irrigation system has been blown out. A new heater has been added to the pump house for the winter. The greens have been aerated, natural grass areas being trimmed and the clubhouse gutters have been cleaned.
- The Capital Plan review for 2020 is scheduled for this week. Ted reviewed with the Committee his addition of parking lot paving at \$22K. Chair Brittany Mirles asked that she be copied on all budget items. Sally Berezowskyj to inform Finance of her request.
- The 2020 Budget input will be due the end of December.
- Winter projects include top dressing of the greens, tree work on the 5th hole, planting of bulbs on the course. In addition all equipment will be brought

in to the storage area for the winter. The reel mowers will go in for servicing and the drainage on hole 2 will be enhanced to tie into the drainage existing on hole 8.

4. Finances

a. Approval of Warrants

Sally Berezowskyj presented the October expense report to the commission. It was reviewed with no issues.

b. Approval of Invoices

Secretarial Invoice of Kathy DeBurra for \$70.00 was reviewed.

Motion made by Robert Cuozzo to approve the secretarial invoice of Kathy DeBurra for \$70.00. Seconded by Cathy Provencher and unanimously approved.

5. New Business

a. Contractor Bids

Added to the request for bids to the Fire Marshall's requirements were a closet around the electrical panel with a fire door, a closet for soda storage, replacement of missing insulation, the addition of 4 electrical outlets on the front on the room, removal and reconnection of the existing sink with fire stopping.

- Bid #1 Bill Adinolfi
 - This bid included 2 layers of 5/8 type X sheetrock (1 layer was requested)
 - This bid was absent of the additional requirements as defined by Chair Brittany Mirles
 - Bid price of \$8,700.
- Bid #2 John Oboyski General Contracting LLC
 - This bid met all defined requirements
 - Bid price of \$11,500.
- Bid #3 Onofrio's Total Construction LLC
 - This bid met all defined requirements
 - Bid price of \$9,400.

Motion made by Robert Cuozzo to approve the selection of Bid #3, Onofrio's Total Construction LLC at a price of \$9,400 contingent upon clarification by the Fire Marshall on how many layers of 5/8 type X sheetrock is required to meet code. Seconded by Cathy Provencher.

In Favor: Robert Cuozzo, Cathy Provencher, Phil Maltese, Steve Berry

Abstain: Brittany Mirles

A discussion ensued as to how to pay for the Clubhouse work. Ted Tighe said there is currently \$2K in this year's budget for clubhouse improvements. Pending approval of the Fire Marshall, it will be added to the Capital Budget Request for 2020.

b. 2020 Budget Input

The Commission will need to review the 2020 Budget input. A special meeting will be required in December.

Motion made by Robert Cuozzo to approve scheduling a special meeting on December 3, 2019 to approve the 2020 budget input. Seconded by Cathy Provencher.

c. 2020 Meeting Schedule

Sally Berezowskyj reviewed the 2020 Meeting schedule with the Commission adhering to the 3rd Tuesday of each month February – November.

d. Golf Course Closing

Motion made by Robert Cuozzo to approve closure of the golf course for the 2019 season on Friday, November 22, 2019. Seconded by Cathy Provencher and unanimously approved

e. Adjourn

Motion made by Robert Cuozzo to adjourn the meeting at 8:18 pm. Seconded by Cathy Provencher and unanimously approved.

Respectfully Submitted

Sally J. Berezowskyj

Sally J. Berezowskyj
Recording Secretary